

13 August 1985

25X1 MEMORANDUM FOR: [REDACTED]

SECOM

25X1 FROM: [REDACTED]

Deputy Chief, Special Security Center

SUBJECT: SECOM Agenda Item for 21 August 1985,
Co-utilization of Sensitive Compartmented
Information Facilities (SCIFs)

REFERENCES: A. Memo fr C/ISG to C/PPG dtd 25 July 1985
B. Meeting/Discussions 6 August 1985

It has been agreed that in any modification of DCID 1/19 or its equivalent, the SECOM publication entitled "Security Policy Manual for SCI Control Systems," it is necessary to include some wording relative to Co-utilization of SCIFs. The following is offered as a draft recommendation for inclusion in the Policy Manual for SCI Control Systems. Specifically, the proposed text is recommended for placement on page 5, following "13. Accreditation of SCIFs."

"14. Co-utilization of SCIFs. In the interest of efficient use of resources and perpetuation of cooperation between agencies of the Community, co-utilization of industrial contractor SCIFs is encouraged. The mechanism for establishing such co-utilization is the Memorandum of Agreement (MOA).

- a. A MOA is an agreement in which a Cognizant Security Authority (CSA) permits another agency joint use of an industrial contractor SCIF. A MOA is required whenever one agency will utilize a contractor SCIF already under the security cognizance of another agency. A generally acceptable example format for documenting such an agreement is found in Defense Intelligence Agency Manual (DIAM) 50-5, Volume I. However, certain additional elements required are:

1. Type of material to be used, processed or stored within the SCIF. (e.g. SI, TK, etc.)
2. Type of storage required (open or closed).
3. Anticipated volume of material (in terms of security containers).
4. Duration for which the co-utilization is requested.

An optional but not mandatory element would be the contract(s) number(s) relative to the efforts on behalf of the requesting agency.

- b. If a formal MOA is utilized, the requesting agency is responsible for originating the document. Signatories at a minimum, must be responsible officials of the CSA, the requesting user agency and the contractor.

contractors. Originators of MOA's are responsible for determining if classification (and the level) is required.

- c. Formal MOA's, by nature of the requirement for several signatories, are time consuming. In lieu of the formal MOA, exchange of electrical messages between CSAs and requesting agencies is permissible, provided they contain all appropriate elements and are approved by appropriate officials. A statement to the effect that standard MOA conditions will apply infers that the conditions in the DIAM 50-5 example will be followed. The hard copies of the message exchange will then constitute documentation for the MOA.
- d. If a user agency desires the contractor to make any substantive changes in procedures or physical characteristics of a SCIF, the proposed changes must have the concurrence of the CSA
- e. It is imperative that the user agency notify the CSA when the co-utilization is no longer required.
- f. Co-utilization of computer systems at contractor facilities is a more complex issue. A MOA for co-utilization of a contractor SCIF does not

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automatically include approval for joint use of computer systems with that SCIF. A separate MOA is required for co-utilization of computer systems. The system itself must be certified by a CSA as meeting the appropriate computer security standards. The system can only be operational if within an accredited SCIF. A MOA for joint use of a computer system is mandatory when two or more agencies are simultaneously processing SCI on the same system. A MOA may not be required only because multiple agencies make use of the same system. Different criteria are used to determine the CSA over a particular system, e.g. highest percentage of use of the system; cognizance over the physical SCIF etc. Formal, written documentation to effect a MOA for computer systems is required although interim agreements for joint use may be enacted through electrical message exchange. DCID 1/16 contains additional information concerning joint use of computer systems. (U)

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